

PROCEEDINGS OF THE BROWN COUNTY
ADMINISTRATION COMMITTEE

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the Brown County Administration Committee was held on Thursday, August 1, 2019 in Room 200, Northern Building, 305 E. Walnut St., Green Bay, WI

Present: Chair Sieber, Supervisor Schadewald, Supervisor Kneiszel, Supervisor Deneys, Supervisor Vander Leest
Also Present: Supervisor Moynihan, Supervisor Lefebvre, Treasurer Zeller, Corp. Counsel Dave Hemery, Director of Child Support Maria Lasecki, Chief Information Officer August Neverman, Director of Administration Chad Weininger and other interested parties.

I. Call to Order.

This meeting was called to order by Chair Tom Sieber at 5:30 pm.

II. Approve/Modify Agenda.

Motion made by Supervisor Vander Leest, seconded by Supervisor Kneiszel to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

1. Review minutes of:

a. Housing Authority (May 20, 2019).

Motion made by Supervisor Kneiszel, seconded by Supervisor Deneys to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Comments from the Public

Bradley Dachelet, 2476 Valley Heights Drive, Green Bay, WI

Began by noting that he was on the agenda at the meeting prior to this one and he failed to attend this meeting through the fault of his own. Due to the change in dates of the meeting he was led to believe that the meeting was pushed back exactly 2 weeks from the 4th of July. He showed up exactly 2 weeks later at City Hall which was 1 day late as the meeting had been held 1 day earlier. He did have an email from Chair Sieber indicating the actual date so he reiterated that this was through fault of his own but that the 2 weeks from 4th threw him off. He apologized for this and he is here before the Committee for the chance to be heard. He noted that he has a lot at stake regarding his property. He recently lost his mother and this has consumed his last 12 months. After the death of his mother he is now the primary caretaker for his brother. He also has a daughter who is away at college. He is faced with losing his property which he admitted was through fault of his own by his nonpayment of taxes. He would like a chance to be heard if possible.

Chair Sieber informed him that they would let him know if anyone would like to reconsider their vote on this issue from the previous meeting.

Dachelet wanted to add that he would be well prepared to pay whatever he owes from previous year taxes.

County Clerk

2. Budget Status Financial Report for June 2019 – Unaudited.

Motion made by Supervisor Schadewald, seconded by Supervisor Vander Leest to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Child Support

3. **Budget Status Financial Report for May and June 2019 - Unaudited.**

Director of Child Support Maria Lasecki stated that she would be happy to entertain any questions Supervisors had if they had any.

Motion made by Supervisor Schadewald, seconded by Supervisor Deneys to receive and place on file. Vote taken.
MOTION CARRIED UNANIMOUSLY

4. **Departmental Opening Summary – June 2019.**

Lasecki stated that they do have 1 opening at the moment due to a termination. They are posting that and are going to move quickly to fill that and everything is in to Human Resources and Administration to do so.

Motion made by Supervisor Schadewald, seconded by Supervisor Deneys to receive and place on file. Vote taken.
MOTION CARRIED UNANIMOUSLY

5. **Director Summary for June/July 2019.**

Lasecki noted that she had a lot on there and she wanted to highlight one important thing which was that the Governor has declared August Child Support Awareness Month. She listed that under Overall Agency Updates to make everyone aware that it is a great team on 4th floor here at the Northern Building. Last year at the end of the federal fiscal year there was almost \$29 million collected and returned back to the community which is a lot of money and a lot of work goes into it. Risk collection numbers just came in for July and she was pleased to report they are beating their previous numbers from last year and these cases are hard to collect on. It's just a great group and she is proud to work with them.

Motion made by Supervisor Deneys, seconded by Supervisor Kneiszel to receive and place on file. Vote taken.
MOTION CARRIED UNANIMOUSLY

Technology Services

6. **Communication from Chairman Moynihan re: Council Chambers/Technological Issues/Contractual Remedy:**

Fellow Supervisors,

It has been increasingly apparent that the technological issues (voting board, inoperable camera, etc.) that we as a county board have been experiencing on the board floor, have been far too numerous to count during this term. As such, with the Administration Committee already addressing this issue, I would also ask that Corporation Counsel review the current contract with the present vendor to locate any potential fiscal remedy to this situation.

Further, if it were deemed to be a huge outlay for correcting or replacing the present equipment, I'd also ask the Administration Committee, along with Corporation Counsel to review the contract the county shares with the City of Green Bay for the use of its chambers. I am of the opinion if there is to be a future sizable outlay, we as a county may want to entertain locating our own meeting place. I mention this, only because Green Bay has gone with a new software program from what was used previously and it may not be compatible for use in the same setting. Which may be a factor with our present issues. *Referred from June County Board.*

Supervisor Moynihan stated that he thought the communication speaks for itself. He knew that this Committee and Director Neverman have looked at different technologies and addressed these things in the past. For the past 3 months, the system hasn't been functioning properly and they have had 11th hour corrections. He thinks that they are going to need to address this especially if they are going to stay at City Counsel chambers.

Corp Counsel Hemery stated that the contract for this will be up on January 10th of 2021.

Moynihan thought it was important to start the conversation in terms of what they want to do as a Board so the future Board doesn't have to make a decision and they may start looking into a location of their own if there would be any huge expenditures. He offered some possibilities of locations such as in the new Expo Hall, doing some sort of renovations in the Northern Building and things of that nature.

Neverman recommended they do anything that is necessary to make the room stable in the interim period. The equipment is 10 years old so they are at that point where there is going to be problems. He said that they would get prices from Camera Corner and from the City to come up with a proposal to replace the units that are consistently causing problems in the Board meetings so in the interim period they can operate and be reasonably confident that it isn't going to fail. Replacing everything would be quite expensive so they are going to focus on a couple specific pieces like certain control stations and such.

Moynihan noted that the City just went to a new system and they are not compatible with that.

Supervisor Kneiszel mentioned something portable, or a system that could be moved around.

Neverman stated that this was possible and that he needed feedback from them to create proposals. He is suspecting that they don't want to go on the high end but he doesn't know where to start and he doesn't know when to stop. He wants feedback to try to narrow the scope. A single quote is a couple of weeks' work so he would like to narrow this down. He wants to try and match the quotes to what type of service they would want.

Neverman recommended a subcommittee for technological advances and if a couple of Supervisors would volunteer to be on it that would be best.

Sieber noted that Supervisors Kneiszel and Deneys would be interested in being on that.

Director of Administration Weininger stated that what they are referring to is a work group and a formal subcommittee wouldn't be necessary.

Sieber asked that Neverman get in contact with Supervisors Kneiszel and Deneys to form that work group.

Neverman emphasized that step 1 would be fix what they have today so they can survive a couple years and step 2 would be to get them enough information so that they could budget something.

Moynihan stated that he wouldn't be a member of the group but he would just be in attendance.

Kneiszel suggested that they get some broad idea of spaces where they could do this.

Moynihan stated that there is a lot of opportunity but he wanted to be provocative and think about this two-fold as a band aid for now and start to think about what they wanted to do for the future.

Vander Leest wondered if the City was on the hook for any of this.

Hemery said the contract reads that the City is currently responsible for any routine maintenance and cleaning and there is also mention in the contract of audio and video repair. He wasn't sure if the City is getting entirely new equipment or just new software. If they are buying an entirely new software system or equipment then he didn't think they would be on the hook for paying half that if it is an entirely new software system because that wouldn't be maintenance repair that would be replacement. Regarding maintenance repair of equipment they are on the hook for half and half but replacement is a whole different category.

Vander Leest noted that there have been quite a few hiccups with the City system.

Moynihan stated that the thing with the contract is the City has a lot of control over that room. The County has to go through them to get the room for certain days. Even when the City replaced the chairs that all the Supervisors sit in they just replaced them and gave the County a bill.

Schadewald thought that the working group should get a copy of the agreement with the City of Green Bay. He totally agreed with the band aid approach but he thinks that the discussion regarding where they are going to have the meetings with the work group should be brought forth before the elections in April. When the new term starts, this should be a matter that they should be reported to about because this would be a huge expenditure in their first budget.

Supervisor Deneys reiterated that a concern to him would be the space because this plays largely into equipment also.

Sieber said that they would recommend that they had a work group and report back to the Committee on this topic.

Hemery suggested that they didn't formally motion that.

Motion made by Supervisor Schadewald, seconded by Supervisor Vander Leest to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

7. Budget Status Financial Report for May 2019 - Unaudited.

Motion made by Supervisor Schadewald, seconded by Supervisor Deneys to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

8. 2020 Capital Project 5-Year Outlook Summary – Projects Proposed as of July 2019.

Neverman stated that these were the vacant expansion recommendations.

Director of Administration Weininger explained that the 5 year plan is put out to the Board regarding projects that they have to start thinking about. There's one specific figure that they need to at least put on their radar. That specific thing would be for a tower that is needed for 911 services. They are just saying that these are some of the projects they are looking at and is really just used as a planning tool. The only time this vote really counts is if it's in the CIP here then they will actually put it in the budget for 2020.

Sieber clarified that they are approving these to add these to the 2020 budget that they are going to approve in November.

Weininger replied that this wasn't the case, rather they are just approving the capital improvement plan. In there, there is nothing that would be budgeted for in 2020. Just saying, someday in the future they are going to have to start thinking about how they are going to fund this.

Motion made by Supervisor Deneys, seconded by Supervisor Kneiszel to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

9. Director's Report.

Neverman handed out a corrected version at the meeting which is attached to these minutes because that was the July one which had a wrong date in it. He is suggesting that if they are interested in a presentation of the new website they could have a separate line item in the September meeting.

Sieber noted that if it was really good at the Committee meeting then it could be put on the County Board agenda.

Neverman reiterated that they had just talked about the long term plans for location and he would get back to them on that. He noted that they did have one of their staff leave and they did promote from within and now they are recruiting for their help desk position as that individual was promoted to an analyst. He asked for any questions regarding any project activity updates unless there were questions.

Deneys asked about the radio network going down in the storm.

Neverman replied that this was the point that he was talking about where the radios are within a couple of degrees of one another and they are physically lined up like that because of the topology. The radio tower that is in the proposal

would remove one of those towers and there would not be a frequency overlap and a mix up of which tower is being communicated with. This is not going to be a small amount of money though when they are instructed to fix this.

Neverman highlighted that they are very close to final closeout in payment for the land nav system. They are also currently doing the kickoff for Computer Aided Dispatch and this was going to a difficult project for them.

Sieber stated that if they needed any help or additional resources to make sure that goes smoothly that he could let the Committee know and they would be happy to send additional help.

Neverman also added that they are at risk with the document storage below Sophie Beaumont because parts of that area are below the river level. In the recent storm if a couple things had gone a bit differently they could have had the basement of that building filled with water. They are working with facilities on a solution and writing up what impact that might have if that were to happen.

Schadewald stated that he had been through this before and he wondered if there was a reason these documents weren't stored in plastic bags.

Neverman replied that this creates basically a sort of moldy environment and you have to keep moisture high enough so that the paper doesn't become brittle but low enough that you don't create mold.

Schadewald asked if it could be bagged up while the storm was going on.

Neverman responded that there are 7,000 boxes so even if it is a couple minutes a piece this would be out of the question. Their current location is not a recommended location as they don't recommend storing boxes below a water table.

Schadewald asked if every bit of space in the Northern Building is used.

Neverman stated that the Health Department moved to some of the vacant space. There is also storage in the basement of the Northern Building but this is not managed by them.

Sieber asked that box storage update be an agenda item on the September Administration meeting agenda.

Motion made by Supervisor Vander Leest, seconded by Supervisor Kneiszel to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Treasurer

10. Budget Status Financial Report for June 2019 – Unaudited.

Motion made by Supervisor Vander Leest, seconded by Supervisor Deneys to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

11. Treasurer's Report.

Treasurer Zeller stated that July 31st was the deadline for the 2nd installment and there is a 5 day grace period. It is published on the tax bill but they are happy when they come in and can pay their bill timely. Banks are no longer collecting as their last day was July 31st. He noted that they got one of their staff back from maternity leave bringing them back to full staff presently.

Schadewald asked what the consequences would be for the County with Green Bay and Howard collecting their own taxes.

Zeller stated that the municipality would be 100% responsible for collecting the taxes for the first installment. The bill would still be produced in the County Treasurers' office, if they wish, at no cost. Also, the County would print the bill, and mail the bill with the municipality paying for the cost of postage which is at bulk rate. He has not heard from any municipality that they do not wish for the County to produce the bill or to mail the bill. They do have the right to take the bill and mail it with something else which is what many municipalities across the State would do as they wouldn't have the advantage of the bulk rate mail. The collection consequences is that the taxpayers in the City of Green Bay, Village of Howard and the Village of Denmark will not be able to pay to Brown County. The County will not be able to accept their payments at the counter or through a bulk mortgage payment, these would all be directed to the municipality.

Schadewald wondered if as a taxpayer he was responsible for knowing where to send the notification and telling his bank not to send it to the County but to the municipality.

Zeller said that the mortgage companies themselves don't make those payments, they hire a firm to do so. That firm requests the tax file for the whole County. The escrow consolidator is directed to pay the municipality directly.

Schadewald then asked if that facilitates the County needing less employees in the Treasurer's office.

Zeller said that they decided they could use less of the LTE tax collection help that they have had in their budget. They also took a reduction in overtime in their 2020 budget.

Schadewald wondered who was doing the advertising of the change.

Zeller said that the direction as to where to pay, will be on the tax bills. The tax bill is the municipal clerks' tax bill.

Schadewald suggested that they have some sort of signage indicated that they do not collect certain tax bills any longer, to limit the traffic through that office. He then asked how much interest was going to be lost because of this.

Zeller said that to put a number on it he would guess between \$40,000 and \$80,000. None of the municipalities were interested in this at all until interest rates started going up. This is a factor of interest rate and environment and now it is turning. By statute it is the municipalities' duty to collect the first installment. There is some belief that the County has some obligation to do this free of charge, this is not the case. The payout to the taxing jurisdictions must take place by January 15th.

Schadewald asked if there was a property that did not pay property taxes in the City of Green Bay, Denmark or Howard then are those municipalities required to pay the School District, Brown County and so forth for those.

Zeller replied that the responsibility to make the tax roll is the County's' responsibility by August 20th. A delinquency that occurs through July 31st then the County is on the hook. The second installment property tax collection is the responsibility of the County and they have to make the taxing jurisdictions whole based on the assessment of the municipal assessor. What the County gets in return is the interest in penalty and, ultimately, the property. The delinquency is ultimately the County's.

Motion made by Supervisor Vander Leest, seconded by Supervisor Kneiszel to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

12. Discussion and possible action on the sale of the following tax deed parcels from the Wisconsin Surplus Online Auction ending 7-26-19:

Parcel #	Address	High Auction Bid \$
M-760	3723 Wayside Road in Town of Morrison	\$
W-116	2569 Apple Creek Road in Town of Wrightstown	\$

In the morning of July 26th he noted that he was nervous because there were no bids on the 3 parcels. He was talking with a contact at the auction company at 9:35am and they were discussing possibilities if there were no bids. Between 9:40 and 10:00 every parcel got bid on. There were 41 bids on one of the properties alone. These parcels surprised him. He felt that the posted signs were pretty effective with the drive-by traffic. Bidders are smart and not bidding until the very last minute.

Zeller stated that the first parcel was a very marginal property with cat infestation. They posted everything about it in their listing and only 1 picture was taken because the evaluator couldn't go in any further than that. You couldn't go within 20 feet of this building. The high bidder was the next door neighbor, the opening bid was at \$20,000 and the high bid was \$28,000.

Motion made by Supervisor Schadewald, seconded by Supervisor Vander Leest to recommend the sale of parcel M-760 3723 Wayside Road in Town of Morrison to Barry Melotte in the amount of \$28,000 + auction and recording fees. Vote taken. MOTION CARRIED UNANIMOUSLY

Zeller then talked about the second parcel as a small cape cod type of home. It sits on roughly 2 acres along the railroad tracks. This is not far from highway 41 and this area is booming. The interest in this structure he thought to be due to a barn on the parcel that, he would guess, has potential. This started at \$18,000 and went to \$41,000.

Motion made by Supervisor Schadewald, seconded by Supervisor Vander Leest to recommend the sale of parcel to W-116 2569 Apple Creek Road in Town of Wrightstown to Robert Rahmlow in the amount of \$41,000 + auction and recording fees. Vote taken. MOTION CARRIED UNANIMOUSLY

Kneiszel asked if the house was salvageable.

Zeller said that the appraiser felt that the structure could be saved. This is another one where the people left and left it as is. Things happen such as the pipes freeze and there are nothing but problems. It was clear that this was used as a party house as it was full of beer bottles, cans and things of that nature. When he got there for the first time, the doors were wide open.

Kneiszel's concern was that anything that is De Pere and south that can be developed on is desirable property. He wondered if this was situated in such a way that would make it undesirable.

Zeller said that the railroad tracks would do so as they run the entire length of the East side of this parcel.

Kneiszel asked if this was appraised.

Zeller replied that it was appraised at \$18,000. The appraised value is the minimal amount that the County can sell for. It is the minimum initial bid on their first attempt to sell. He would consider this an acceptable price for this property.

Kneiszel asked in the case of these, did they decide to go this route of auction.

Zeller said they could not put a buyer in a building like this due to liability and their realtor wouldn't even take it.

Vander Leest wondered if the County was made whole.

Zeller replied that it was and in any case where they weren't he would bring that to their attention.

Vander Leest thought that the individuals who bought it would make some improvements, get bumped up on the tax rolls and this makes it better for the community and the County as well.

Zeller then talked about the 3rd property and noted that it was immediately next door to 116. It sits on 5 acres of zoned agricultural which means that this property was being taxed at a preferred agricultural rate. The total taxes owed through the entire foreclosure process were \$285.45. Whatever they sell the home for will be a gain that is not subject to homestead proceeds claim. What the appraiser has to do is look at comparable sales and in this case he found 5 comparable sales. He comes up with a comparable land sales grid and this is a public document. He arrived a per acre value of \$9,000. He estimated the value at \$47,000 so that was the starting bid. He acknowledged that the evaluation process is a moving target and it is not an exact science. They got a bid of \$62,500 for this vacant land.

Kneiszel wished they knew if this was a property that people would buy to build on. Any one acre lot in De Pere is worth \$100,000.

Zeller thought that this was an advantageous sale for the County.

Kneiszel asked if it could be assumed that no department from the County wanted this property.

Zeller said that the first step under the T1 policy is that they have to notify all the departments of the availability of each of these parcels. No department wanted any of these 3 parcels. He provides 2-3 weeks for them to get back to him.

Kneiszel didn't think that the auctions were getting proper exposure.

Zeller said that they have an email list of around 100 investors and they are emailed regarding every parcel. With a realtor sale, that realtor wants the County to provide warranty deed. This parcel sale is all due diligence by the buyer.

Kneiszel stated that this would release the County from any liability. He also asked about the circumstance of this property and why anyone wouldn't pay around \$200 worth of taxes to keep their property.

Zeller referred to the title report on this property and the 2 properties in Wrightstown were owned by the same individuals. There were 4 pages long of liens and Zeller didn't think he ever saw a title report with this many liens. There were millions of dollars of liens on this title report.

Vander Leest didn't think the County wanted to be in the real estate business. He thought that the way they were handling the sales was the proper method. If a profit is being made, it is a big win for the County.

Motion made by Supervisor Schadewald, seconded by Supervisor Deneys to recommend the sale of parcel W-116-2 Apple Creek Road in Town of Wrightstown to Matthew Van De Hey in the amount of \$62,500 + auction and recording fees. Vote taken. MOTION CARRIED UNANIMOUSLY

Kneiszel didn't understand how it could have millions of dollars in liens if it was only worth \$60,000.

Zeller stated that the creditors are attacking anything with the hopes of recovering some of the indebtedness. The homeowner used the home as collateral to creditors but multiple creditors used the home as collateral.

Kneiszel asked if this was all off the table when the property is made the County's.

Hemery stated that the liens are extinguished from the property but not from the individual.

Zeller thought that if they are obtaining bids at 50% more than what the third party appraiser is arriving at, then he thinks they are doing pretty well.

13. **Discussion of Sale of Brown County owned Parcel 21-1293-2 at 1739 Main St. Green Bay, WI FINAL CASE CLOSURE WITH CONTINUING OBLIGATIONS.**

Zeller asked that they hold for one month to the September 5th meeting.

Motion made by Supervisor Kneiszel, seconded by Supervisor Schadewald to hold for 1 month until the September 5th Administration Committee meeting. Vote taken. MOTION CARRIED UNANIMOUSLY

14. **Communication from Supervisor Sieber re: To enact a timeline for a final hearing on appeals for properties that are in the In Rem process. Referred from June County Board.**

Sieber stated that the purpose of this communication was to provide clarities. As he read the statute, ordinances they have in place and conferred with Corp. Counsel there is really no timeline on this process. He thought that at some point in time they have to have closure on these as they had a date where there was as wave of appeals at them. Whatever that date was there should be a timeline on that date forward and also a process for them on who to notify because that is not clear at this time either.

Hemery said that along those lines he thought it would be a fairly easy ordinance fix. He suggests that should the Committee desire to take action to direct Corp Counsel to work with the Treasurer to come up with a proposed ordinance amendment to bring back to the Committee.

Motion made by Supervisor Vander Leest, seconded by Supervisor Schadewald to direct Corp Counsel to work with the Treasurer to come up with a proposed ordinance amendment to bring back to the Committee. Vote taken. MOTION CARRIED UNANIMOUSLY

Sieber clarified that he wanted a clear process to follow and a deadline for appeals as people are contacting the County Board Office, the Treasurer, Corp Counsel etc. He was under the understanding that the Admin Committee chair has the ability to put it on the agenda if they so choose. Sieber thought that this should be out of the hands of one individual for multiple reasons.

Kneiszel asked if they could strike all verbiage regarding appeals at the committee level.

Hemery said that this Committee could just eliminate the option of sell back to the former owner. He said with other counties he has worked with it was always an option to sell back to the former owner. It was just like the case here and they are hard to evaluate because each situation is different.

Kneiszel asked about the ones from the last meeting as they declined the sale back to the former owner on 2 and approved 1. He wondered if they faced legal action down the road.

Hemery stated that it was an entirely discretionary decision on the Committee's part as long as they are not improper reasons. He has no concerns with liability as long as they are using proper reasons.

Zeller replied to Kneiszel that one of the parcels that received a denial is now appealing back to the Circuit Court. He didn't know if this was a formal avenue to go but they are appealing for reopening of In Rem foreclosure.

Hemery said that the only 2 valid reasons one would have would be if you actually paid the taxes and the other would be if there was an error on the County's part. These are never really granted from the Court.

Administration and Human Resources

15. **Communication from Supervisor Lefebvre re: To look into a summer schedule – 7:30 AM to 5:00 PM, 4 days a week and 7:30 AM – 11:30 AM Fridays. Referred from June County Board.**

Supervisor Lefebvre came up and stated that she had been talking to some employees and the City has these hours that are stated here and the employees really like it. She thought she would bring it up to see what they think of this idea. This is really good for the City too because they close the whole building so they save on utilities and so forth. She just wanted to see if this was feasible.

Schadewald said that he knew of a couple municipalities that also changed their hours. He would like to have Administration have the department heads talk about it. Who felt it was a good and bad idea as there may be some who need to stay open for these hours for certain reasons and such.

Director of Administration Weininger stated that he did send out an email to department heads. The County is complex and diverse. There are a number of departments that are already working the 10's and having off Fridays. For instance, the treasurer has to collect the 2nd installment in August so it would be hard to shut down on Fridays and therefore the building couldn't shut down. It really comes down to a lot of departments in the Northern Building because for obvious reasons the Sheriff's department can't shut down, Child Protective Services can't shut down either, the Courts didn't appear too interested. He does have a list of departments where it may work but the inconsistency and trying to convey those summer hours to the public would make it difficult. This is something that they can work on and something that can potentially be done.

Sieber asked that he give an update in the director's report as they progress on this.

Weininger stated that he could but it would be sometime before next summer with budget consuming a lot of time at the moment.

Lefebvre was more than happy with this.

Kneiszel suggested they could do something like 9 days on and 1 day off on an alternating schedule and that sort of thing is pretty popular.

Motion made by Supervisor Schadewald, seconded by Supervisor Vander Leest to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

16. CIP Update.

No Update.

17. Resolution Providing for the Sale of Approximately \$16,710,000 General Obligation Refunding Bonds, Series 2019.

Motion made by Supervisor Schadewald, seconded by Supervisor Kneiszel to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

18. Budget Status Financial Report for June 2019 – Unaudited.

Motion made by Supervisor Deneys, seconded by Supervisor Schadewald to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

19. Budget Adjustment Log.

Motion made by Supervisor Vander Leest, seconded by Supervisor Kneiszel to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

20. Director's Reports.

Weininger stated that the health insurance funds are doing very well. Towards the end of the year they will start seeing higher cost claims. September 1st is when they will give him another projection and the claims will start coming in a bit higher. He had ADRC work with the budget team in order to make sure they didn't have these violent swings towards the end. The Committee will see how the funds are doing every month, the question becomes what are the trends and so forth. He would have ADRC come in and talk about that.

Schadewald stated that the main thing they learned from the past is that he would like to have Associated Bank next year try looking at models for how successful they were. Everyone has projections but sometimes they never look back and see how well they did. This is how they learn because a lot of time you see that you either have a staff that is pretty old, or pretty young.

Weininger also highlighted that with Clerk of Courts there are still one or two groups that they are trying to work through. He stated that it is pretty much done he just wanted to hear the side of a last couple of individuals. There are a couple little pieces that he would like to fine tune before they finish this completely. He would give them another update next month. He noted that the majority of the time right now is being spent on the 2020 budget.

Vander Leest asked about the overall employee feedback regarding the health insurance.

Weininger said it really depends on the employee but overall some employees may say the deductible is a bit high. Right now it may be cheaper to go see an actual doctor whereas people may think a physician's assistant may be cheaper but they are not in the same tier level so this may not be the case. Employees may like to have more and better coverage but this comes with a cost. The issue that he hears about the most would be the deductible.

Schadewald asked about the contingency fund usage and what current plans were for that.

Weininger stated that coming before this Committee may be a request from the Circuit Court and one from Courthouse Security. Really this is there for emergencies but it could be used for things such as 911 training dollars that they may need to utilize due to the new 911 system.

Schadewald also asked about room tax collection and that it is going to go up and wondered what the projection on that was.

Weininger said that based off the studies it was roughly about 3% growth. Paying off certain things are on a static payment plan. The reason this is important is because they are shooting for that 3% and as long as they go over that they are okay. How it works is, they pay the KI and they pay the Resch and any money over that fills into 2 buckets, any money over that fills into the KI expansion and then any money after that, why they need to make sure there is a 3% growth, flows into the Expo. After they flow into the Expo, then they flow into the VCB. Anything after 2029 then flows back into the municipalities, but prior to that they have it flow up and down a reserve account and the reason they have those is if there is a shortfall in the 3%. Every year in the future they are going to have to negotiate in the budget their contract with PMI for them to manage the Expo Hall as well.

Motion made by Supervisor Vander Leest, seconded by Supervisor Deneys to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Veterans Services – No agenda items.

Other

21. Audit of bills.

Motion by Supervisor Schadewald, seconded by Supervisor Deneys to acknowledge the receipt of the bills. Vote Taken. MOTION CARRIED UNANIMOUSLY.

22. Such other matters as authorized by law.

None.

23. Adjourn.

Motion by Supervisor Vander Leest, seconded by Supervisor Schadewald to adjourn at 7:35pm. Vote Taken. MOTION CARRIED UNANIMOUSLY.

Respectfully Submitted,

Cayden S. Lasecki

Administrative Assistant



DoTS, Monthly Report, August 1, 2019

Covers 6/6/2019 Thru 7/23/2019 Technology Services Activity

Items of Note

1. New Public Website demonstration at Sept Admin Committee meeting.
2. We need to discuss long-term plans for the main Board Chambers technology – in conjunction with the City, specifically the voting system. Status? Who can I work with to clarify scope and requirements?
 - a. Maintain existing for a couple of years (requires upgrades and some system replacements)
 - b. Upgrade in existing location (minimum, moderate or complete)
 - c. Upgrade in new location (minimum, moderate or complete)
 - d. Upgrade to be portable (minimum, moderate or complete)

Staffing Report:

3. One ESA2 resigned (eff 4/26/19). Internal promotion of ESA1 – and now recruiting for an ESA1. Is impacting various active/future projects (primarily related to cameras).
4. Pending Class Comp reassessment for Technology Services staff (pending Clerk of Courts).

Project/Activity Updates

We currently have 56 active projects and have 69 on hold/pending (total of 119 projects DOWN from 120 in the last report). The number of new systems and upgrades is increasing we have numerous important to critical projects that will likely sit due to staffing.

5. **Computer Aided Dispatch Project.** DoTS likely to see an increase in staff time associated with CAD project. *See Public Safety Committee for more information.*
6. **Cyber Security Updates:**
 - a. Phishing tests – and malicious email education ongoing.
 - b. Working on numerous policy updates for regulatory compliance (UNFUNDED).
 - c. Continuing work to contract with MS-ISAC for cyber security support (targeted active by end of 2019) contract confirmation in progress.
7. **Sheriff**
 - a. **Jail Camera project.** Camera portion of project a little behind. Sally port camera by end of Sept 2019, complete project, early 2020 (depending on vendors timing and staffing). NOTE WILL GO SLOWER DUE TO STAFF TURNOVER
 - b. **Jail camera funding request.** Planned cameras for some locations in original building were never installed thus no conduit pathway available. In addition, new camera locations were

identified to resolve employee and inmate safety concerns. Additional funding will be required. Resulting from assessment after the sally port incident.

- c. Working with PSC, Sheriff and Corp Counsel on outline for resolution for chargeback related to 911/CAD and Netmotion. In the short term pushing for "hold harmless" agreements.

8. **Windows 10, Office 2019 (o365 version) and Server 2012/6 upgrades and rollouts continue.** Our goal is to be complete by deadline of Jan 2020 for Win7. Approximately 340 total PCs still running Win7 (down from 378 last month).

9. **BCCAN (Brown County Community Area Network).** Working on Bellevue and Highway 29 BCCAN work, construction to start October, 2020.

10. Office 365 Work.

- a. Use account migration completed.
- b. Exchange (email) migration to O365 planning will be in July and complete in fall 2019.
- c. Full Office 365 Government Migration likely to continue through Q4 2020. This includes files Instant messaging rollout and file migration to follow email migration in 2020.

11. DoTS 2020 Budget Cycle

- a. CIP 911 Radio Tower change in 2021+. See Public Safety for more information. See 2020 budget request.
- b. Incremental cost increases for all systems.

12. System and/or Application Upgrades

- a. Employee Self Service (Kronos) for vacation requests is planned to go live in Q3/Q4. HR testing looks very positive.
- b. Kronos Q3/Q4 Mandatory upgrade, timing TBD, vendor notified us of this change (Unplanned).
- c. New World ERP upgrade scheduled for Oct/Nov (LOGOS) planned
- d. Milestone video surveillance system for new areas slowed or on hold due to staff turnover.
- e. Laserfiche migration in progress – work continues.
 - i. Laserfiche implementation with Finance Q3, then ADRC TBD then County Clerk TBD.
- f. Airport Fuel Management system install/upgrade in progress (Unplanned)
- g. Airport CCURE system upgrade

13. New Services/Systems or Replacements

- a. BC Housing Authority Financials (planning for 2020 and cloud QuickBooks).
- b. Replace Work Order (helpdesk) system. Implementation scheduled for Sept/Oct/Nov.
- c. Print/Copy (Papercut) billing system for Library timeline TBD.

14. DoTS Construction and moves related activity

- a. UWGB STEM work in progress, summer 2019 occupancy (July/Aug/Sept – network equipment setup, security, cameras, and working with UWGB on wifi and other services). Staff moves for LandCon and UWExt primarily in Sept.
- b. Arena / Hall of Fame / Expo Center – working to ensure good internet access.
- c. CTC Expansion work planning continues
- d. Highway Fuel Building work
- e. Medical Examiner planning continues

- f. Jail PODs Expansion planning continues
- g. East Branch Library planning continues
- h. Resource Recovery Scale System (they want to be live by end of August) (Unplanned)
- i. Human Services move to St. Agnes (Unplanned)

15. MyBC and Internet Website Improvement:

- a. Demo for staff complete. Initial departmental website administrators training completed. Will report progress as departments start to populate new public site with content. Still recommend that the county has a full time person doing website support, maintenance and content development/delivery – and eventually virtual-digital services.
- b. Intranet MyBC to go live with public site.
- c. Museum will use same environment in fall of 2019 or later (after go live of main site).

16. Dual internet and firewall upgrade work moved to 2020.

17. Continue to work with Golf Course on credit card website processing changes.

COMPLETED WORK

18. Employee Self Service (eSuite) for W2 and paystubs is live! Allows staff to see their own information including emergency contact info. Reduces some HR staff interaction.

19. Web Content Administrators Training Sessions for website migration conducted in late June.

20. 2020 DoTS Budget completed and chargeback sheets distributed to department heads. Setting up 1:1 meetings with all department heads.

21. Migrate Dictaphone to eScription One – LIVE (complete)

22. Successful Laserfiche upgrade

WISCONSIN SURPLUS ONLINE AUCTION

2600 STH 78 South – PO Box 113
Mount Horeb, WI 53572
608-437-2001
Sellers Permit/Tax ID: 456-102884448-04
FEIN: 39-1982769

Invoice

#190726-93643-127
07/26/2019

Barry Melotte
3715 Wayside Rd.
Greenleaf WI 54126

3715 Wayside Rd.
Greenleaf WI 54126

Phone: 9206550143
9208642059
Email: bmelotte@melotte-dist.com

–PAYMENT DEADLINE: 5pm on August 9, 2019 (or) 7 Days after seller confirmation – You will lose your bidding number if not paid on time –

Online Auction #19631-127 - Brown County, Wisconsin - Tax Delinquent Real Estate - You are a winning bidder. Please contact Wisconsin Surplus prior to the above payment deadline to make payment arrangements.

- Payment Methods:**
 - Send guaranteed checks to Wisconsin Surplus, PO Box 113, Mount Horeb WI 53572.
 - Wire Transfer Directions available upon request.
 - Pay at our Office in Mount Horeb Via Cash, Guaranteed Check or Money Order
 - Credit card, PayPal, Personal & Business Checks are NOT acceptable forms of payment - no exceptions
- General Contact:** Brown County Treasurer's Office at (920) 448-4074 or BC_Treasurer@co.brown.wi.us - 305 E Walnut St., Green Bay, WI 54301; Fax: (920) 448-6341
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Bidder	Item	Qty	Description	Tax	Amount
93643	M760	1	<p>Lot w/House & Detached Garage at 3723 Wayside Rd, Greenleaf, WI</p> <p>- Address: <u>3723 Wayside Road Greenleaf, WI 54126</u></p> <p>- County Map: <u>Brown County GIS Mapping</u></p> <p>- County Land Records: <u>Brown County Land Records Search</u></p> <p>- Municipality: Town of Morrison</p> <p>- Parcel ID: M-760</p> <p>- Additional Documents:</p> <p>- Title Report</p> <p>- Real Estate Evaluation Report</p> <p>- Opening Bid: \$20,000</p> <p>- Acres: 0.237 +/- Acre</p> <p>- Lot Dimensions: Approx. 130' x 77'</p> <p>- Zoning: Residential – Contact county and local zoning agencies for exact zoning, regulations and allowed uses. Bidders are warned not to assume you can build, change use or continue current use without researching with zoning agencies first. Property is sold in it's current state and use any future uses are not implied or guaranteed.</p> <p>- Type of Access to Property: Off Public Roadway (Wayside Road)</p> <p>- School District: Reedsville School District</p> <p>- Structures On Property: Residential 1.5 Story 2 Bedroom 1240 +/- Sq. Ft Structure w/Detached 1.5 Car Garage -- Home in Poor condition w/obnoxious cat feces odor</p> <p>- Property Vacant: Yes</p> <p>- Property Clear of previous owner's personal property: No - This auction does not include any personal property. If personal property remains, it is the buyer's responsibility to determine appropriate & legal disposition of personal property.</p> <p>- Legal Description: <u>WAYSIDE LOT 7 BLK 2</u></p> <p>- Title Type: Conveyance shall be by quit claim deed. A quit claim deed passes any title, interest or claim which the grantor may have in the real estate, but does not profess that such title is valid, nor contains any warranty or guaranty of title. Purchaser shall be the grantee. No abstract of title, title insurance, or survey will be provided by brown county to purchaser.</p> <p>- Deed Transfer Fee: 30</p> <p>- Title Transfer Terms: Deed will be issued upon payment in full (High Bid, Buyers Fee, Deed Transfer Fee).</p> <p>- Clear Title: No abstract, title insurance, or survey will be provided by the seller. The winning bidder is responsible for recording fees, taxes, special assessments and special charges etc., if any – as provided in Wis Stat. 75.521(8), (Wisconsin Statutes 2009-2010). Bidders are encouraged to research title.</p> <p>- Estimated Yearly Taxes: \$2,000 +/- Buyer will be responsible for 2019 Property taxes. Buyer is NOT responsible for past due property taxes, interest or penalties. Buyer responsible for all future real estate taxes. NOTE: Special Assessments plus interest and penalty may be due to the municipality.</p> <p>- Defects: Structure(s) are in poor condition and have bad cat odor.</p> <p>- Overall Condition: Property is being sold "As Is". It is the bidder's responsibility to determine condition and any defects. Bidders are strongly encouraged to make personally inspection prior to bidding. Property is subject to all easements, right-of-way, and restrictions of record, if any. Brown County makes no representation or guarantee with respect to the use, condition, title, access or occupancy of the property. (Caution: Properties may be occupied and you may not be granted access by occupants). Brown County does not warrant or guarantee the accuracy of any information contained within this auction concerning the subject real estate. Brown county makes no representations as to zoning and planning laws or regulations, land use, dimensions or actual legal boundaries of the land, access to the land, topography of the land, drainage patterns of the land and neighboring properties, wetlands on the property, floodplain areas, soil type</p>	0.09	28000.00

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WISCONSIN SURPLUS ONLINE AUCTION

2600 STH 78 South – PO Box 113
Mount Horeb, WI 53572
608-437-2001
Sellers Permit/Tax ID: 456-102884448-04
FEIN: 39-1982769

Invoice

#190726-58236-127
07/26/2019

ROBERT RAHMLOW
17405 TWINRIVER CT.
MARIBEL WI 54227

VI - 9108, exp. 10/23

Phone: 920-829-6400
Email: bobrahmlow@yahoo.com

—PAYMENT DEADLINE: 5pm on August 9, 2019 (or) 7 Days after seller confirmation — You will lose your bidding number if not paid on time —

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 - Pay at our Office in Mount Horeb Via Cash, Guaranteed Check or Money Order
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- General Contact:** Brown County Treasurer's Office at (920) 448-4074 or BC_Treasurer@co.brown.wi.us - 305 E Walnut St., Green Bay, WI 54301; Fax: (920) 448-6341
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Bidder	Item	Qty	Description	Tax	Amount
58236	WI116	1	<p>1.999 +/- Acre Parcel w/House at 2569 Apple Creek Rd, De Pere, WI</p> <p>- Address: 2569 Apple Creek Rd, De Pere, WI 54115</p> <p>- County Map: Brown County GIS Mapping</p> <p>- County Land Records: Brown County Land Records Search</p> <p>- Municipality: Town of Wrightstown</p> <p>- Parcel ID: W-116</p> <p>- Additional Documents:</p> <p>- Title Report 1</p> <p>- Title Report 2 & 3</p> <p>- Opening Bid: \$18,000</p> <p>- Acres: 1.999 +/- Acres</p> <p>- Lot Dimensions: Irregular</p> <p>- Zoning: Residential — Contact county and local zoning agencies for exact zoning, regulations and allowed uses. Bidders are warned not to assume you can build, change use or continue current use without researching with zoning agencies first. Property is sold in its current state and use any future uses are not implied or guaranteed.</p> <p>- Type of Access to Property: Off Public Roadway (Apple Creek Road)</p> <p>- School District: Wrightstown School District</p> <p>- Structures On Property: Residential Structure in Poor Condition</p> <p>- Property Vacant: Yes</p> <p>- Property Clear of previous owner's personal property: No - This auction does not include any personal property. If personal property remains, it is the buyer's responsibility to determine appropriate & legal disposition of personal property.</p> <p>- Legal Description: LOT 3 OF 54 CSM 50 BNG PRT OF NW1/4 NE1/4 SEC 26 T22N R19E</p> <p>- Title Type: Conveyance shall be by quit claim deed. A quit claim deed passes any title, interest or claim which the grantor may have in the real estate, but does not profess that such title is valid, nor contains any warranty or guaranty of title. Purchaser shall be the grantee. No abstract of title, title insurance, or survey will be provided by brown county to purchaser.</p> <p>- Deed Transfer Fee: 30</p> <p>- Title Transfer Terms: Deed will be issued upon payment in full (High Bid, Buyers Fee, Deed Transfer Fee).</p> <p>- Clear Title: No abstract, title insurance, or survey will be provided by the seller. The winning bidder is responsible for recording fees, taxes, special assessments and special charges etc., if any — as provided in Wis Stat. 75.521(8), (Wisconsin Statutes 2009-2010). Bidders are encouraged to research title.</p> <p>- Estimated Yearly Taxes: \$1,800 +/- Buyer will be responsible for 2019 Property taxes. Buyer is NOT responsible for past due property taxes, interest or penalties. Buyer responsible for all future real estate taxes. NOTE: Special Assessments plus interest and penalty may be due to the municipality.</p> <p>- Defects: Structure(s) are in poor condition</p> <p>- Overall Condition: Property is being sold "As Is". It is the bidder's responsibility to determine condition and any defects. Bidders are strongly encouraged to make personally inspection prior to bidding. Property is subject to all easements, right-of-way, and restrictions of record, if any. Brown County makes no representation or guarantee with respect to the use, condition, title, access or occupancy of the property. (Caution: Properties may be occupied and you may not be granted access by occupants). Brown County does not warranty or guarantee the accuracy of any information contained within this auction concerning the subject real estate. Brown county makes no representations as to zoning and planning laws or regulations, land use, dimensions or actual legal boundaries of the land, access to the land, topography of the land, drainage patterns of the land and neighboring properties, wetlands on the property, floodplain areas, soil type or quality, water supply or quality, or other natural or man-made features or characteristics of the real estate. Brown county makes no</p>	0.08	41000.00

12

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2600 STH 78 South – PO Box 113
Mount Horeb, WI 53572
608-437-2001
Sellers Permit/Tax ID: 456-1028844448-04
FEIN: 39-1982769

Invoice

#190726-93758-127
07/26/2019

Matthew Van De Hey
3988 rosin road
De Pere Wisconsin 54115

Matthew Van De Hey

Phone: 920-366-6681
Email: germanyfarmers@hotmail.com

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Bidder	Item	Qty	Description	Tax	Amount
93758	W1162	1	<p>5.27 +/- Acre Vacant Ag Parcel on Apple Creek Rd, De Pere, WI - Address: <u>Apple Creek Rd, De Pere, WI 54115</u> - County Map: <u>Brown County GIS Mapping</u> - County Land Records: <u>Brown County Land Records Search</u> - Municipality: Town of Wrightstown - Parcel ID: W-116-2 - Additional Documents: - Title Report - Real Estate Evaluation Report - Opening Bid: \$47,000 - Acres: 5.27 +/- Acres - Lot Dimensions: Irregular - Zoning: Ag Use -- Contact county and local zoning agencies for exact zoning, regulations and allowed uses. Bidders are warned not to assume you can build, change use or continue current use without researching with zoning agencies first. Property is sold in it's current state and use any future uses are not implied or guaranteed. - Type of Access to Property: Off Public Roadway (Apple Creek Road) - School District: Wrightstown School District - Structures On Property: None Apparent - Property Vacant: Yes - Property Clear of previous owner's personal property: No - This auction does not include any personal property. If personal property remains, it is the buyer's responsibility to determine appropriate & legal disposition of personal property. - Legal Description: LOT 2 OF 54 CSM 50 BNG PRT OF NW1/4 NE1/4 SEC 26 T22N R19E - Title Type: Conveyance shall be by quit claim deed. A quit claim deed passes any title, interest or claim which the grantor may have in the real estate, but does not profess that such title is valid, nor contains any warranty or guaranty of title. Purchaser shall be the grantee. No abstract of title, title insurance, or survey will be provided by brown county to purchaser. - Deed Transfer Fee: 30 - Title Transfer Terms: Deed will be issued upon payment in full (High Bid, Buyers Fee, Deed Transfer Fee). - Clear Title: No abstract, title insurance, or survey will be provided by the seller. The winning bidder is responsible for recording fees, taxes, special assessments and special charges etc., if any -- as provided in Wis Stat. 75.521(8), (Wisconsin Statutes 2009-2010). Bidders are encouraged to research title. - Estimated Yearly Taxes: \$15 +/- Buyer will be responsible for 2019 Property taxes. Buyer is NOT responsible for past due property taxes, interest or penalties. Buyer responsible for all future real estate taxes. NOTE: Special Assessments plus interest and penalty may be due to the municipality. - Defects: - Overall Condition: Property is being sold "As Is". It is the bidder's responsibility to determine condition and any defects. Bidders are strongly encouraged to make personally inspection prior to bidding. Property is subject to all easements, right-of-way, and restrictions of record, if any. Brown County makes no representation or guarantee with respect to the use, condition, title, access or occupancy of the property. (Caution: Properties may be occupied and you may not be granted access by occupants). Brown County does not warranty or guarantee the accuracy of any information contained within this auction concerning the subject real estate. Brown county makes no representations as to zoning and planning laws or regulations, land use, dimensions or actual legal boundaries of the land, access to the land, topography of the land, drainage patterns of the land and neighboring properties, wetlands on the property, floodplain areas, soil type or quality, water supply or quality, or other natural or man-made features or characteristics of the real estate. Brown county makes no</p>	0.07	62500.00

